



To the Honorable Council
City of Norfolk, Virginia

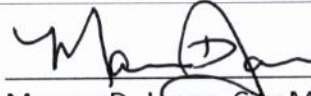
January 12, 2016

From: George M. Homewood, AICP, CFM, Planning Director

Subject: **Special Exception for an Entertainment Establishment with alcoholic beverages – 419 W. 22nd Street – Mambo Room Latin Dance Studio**

Reviewed: 
Ronald H. Williams, Jr., Deputy City Manager

Ward/Superward: 2/7

Approved: 
Marcus D. Jones, City Manager

Item Number:

R-3

- I. **Staff Recommendation:** Approval.
- II. **Commission Action:** By a vote of **6 to 0**, the Planning Commission recommends **Approval**.
- III. **Request:** Special Exception to operate for an Entertainment Establishment with alcoholic beverages.
- IV. **Applicant:** Mambo Room Latin Dance Studio
- V. **Description:**
 - This request is to open a new larger dance studio and entertainment establishment, Mambo Room, in a space most recently occupied by Sentara Physical Therapy at the corner of West 22nd Street and DeBree Avenue within the Ghent Business District.
 - The applicant is currently operating a dance studio/dance hall at 2200 Colonial Avenue.
 - This new establishment will provide dance classes and will offer dance performances to the public.
 - The applicant would also like to host banquets and receptions which will provide alcoholic beverages for on-premises consumption to the patrons.

Staff point of contact: Matthew Simons at 664-4750, matthew.simons@norfolk.gov

Attachments:

- Staff Report to CPC dated December 10, 2015 with attachments
- Letters of support
- Proponents and Opponents
- Ordinance

Planning Commission Public Hearing: December 10, 2015

Executive Secretary: George M. Homewood, AICP, CFM

Planner: Matthew Simons, AICP, CZA, CFM

Staff Report	Item No. Continued Item no. 5	
Address	419 W. 22nd Street	
Applicant	Mambo Room Latin Dance Studio	
Request	Special Exception	Entertainment Establishment with alcoholic beverages
Property Owner	Levin's Children, LLC	
Site Characteristics	Site/Building Area	16,800 square feet/6,395 square feet
	Zoning	C-2 (Corridor Commercial) and 21 st Street Pedestrian Commercial Overlay (PCO-21 st Street) districts
	Neighborhood	Ghent
	Character District	Traditional
Surrounding Area	North	C-2 and PCO-21 st Street districts: Palace Station shops
	East	C-2 and PCO-21 st Street districts: Dollar Tree
	South	C-2 and PCO-21 st Street districts: Sleepy's
	West	C-2 and PCO-21 st Street districts: 757 Makerspace, Novelties Unlimited, Inc.



A. Summary of Request

- This request was continued from the October and November Planning Commission public hearings at the request of the applicant in order to allow more time for the applicant to communicate with the Ghent Neighborhood League.
- This request is to open a new larger dance studio and entertainment establishment, Mambo Room, in a space most recently occupied by Sentara Physical Therapy at the corner of West 22nd Street and DeBree Avenue within the Ghent Business District.
- The applicant is currently operating a dance studio/dance hall at 2200 Colonial Avenue.
- This new establishment will provide dance classes and will offer dance performances to the public.
- The applicant would also like to host banquets and receptions which will provide alcoholic beverages for on-premises consumption to the patrons.

B. Plan Consistency

The proposed special exception is consistent with *plaNorfolk2030*, which designates this site as commercial.

C. Zoning Analysis**i. General**

- The use is permitted in the C-2 district by special exception.

	Proposed
Hours of Operation (Dance Studio)	5:00 a.m. until 2:00 a.m, seven days a week
Hours for the Sale of Alcohol and for Entertainment	12:00 noon until 2:00 a.m, seven days a week
Entertainment Options	10 member live band, disc jockey, dance performances
Seating	<ul style="list-style-type: none"> • 188 seats inside building • 326 dance capacity • 400 total capacity

ii. Parking

- The site is located in the 21st Street Pedestrian Commercial Overlay, which requires one parking space per four seats.
- The *Zoning Ordinance* promotes the reuse of existing buildings throughout the City by acknowledging all buildings constructed prior to 1992 as being vested from the basic parking minimum parking requirement of one space per 250 square feet. Therefore, this facility is vested for 26 parking spaces.
- The proposed establishment requires 21 additional parking spaces in order to accommodate the new use.
 - The site is developed with two uses that do not share the same peak hours.

- The retail goods establishment has peak hours during the daytime and early afternoon and the entertainment establishment will experience peak hours during the evening.
- The shared parking should not have an adverse impact on the surrounding uses.
- The property owner also owns and manages the commercial property directly opposite from the site (Ghent Market Shoppes), which has additional parking available in excess of the required parking needed by the Ghent Market Shoppes.
 - The property owner has agreed to lease 21 available parking spaces located within the Ghent Market Shoppes for the sole purpose of providing Mambo Room with overflow off-street parking, which is within close walking distance and directly visible from the Mambo Room site.
- Given the site is vested for 26 parking spaces, and since 21 additional spaces have been secured for the use of the building, the use as proposed, with a parking demand of 47 spaces, is able to mitigate the additional parking demand.
 - The use as proposed should not have a negative off-street parking impact on the surrounding businesses and streets.

Bicycle Parking

- Given the square footage of the establishment the total bicycle parking requirement is for four bike spaces.
 - A bike rack will have to be provided sufficient to accommodate at least four bicycles on the site within clear view of the main entrance.

iii. Flood Zone

The property is located in the X Flood Zone, which is a low risk flood zone.

D. Transportation Impacts

- Institute of Transportation Engineers (ITE) figures estimate that this entertainment use will generate 1,159 vehicle trips per day.
- 21st Street near to the site is identified as a severely congested corridor in the PM peak in the current update to regional Hampton Roads Congestion Management analysis.
- The site is near transit service with Hampton Roads Transit bus route 11 (Colonial) operating to the west of the site and route 4 (Church Street) serving 21st Street just to the south.

E. Impact on the Environment

Site improvements shall include a new landscape hedge to be installed and maintained along the West 22nd Street sidewalk edge, in addition to improvements being required along the West 22nd Street curb where sections have deteriorated and need repair.

F. Impact on Surrounding Area/Site

By requiring this use to conform to the conditions listed below, the proposed entertainment establishment should not have a negative effect on the surrounding businesses.

G. Payment of Taxes

The owner of the property is current on all real estate taxes.

H. Civic League

Notice was sent to the Ghent Neighborhood League and Ghent Business Association on July 15.

I. Communication Outreach/Notification

- Legal notice was posted on the property on July 14.
- Letters were mailed to all property owners within 300 feet of the property on October 8.
- Legal notification was placed in *The Virginian-Pilot* on October 8 and October 15.

J. Recommendation

Staff recommends that the special exception request be **approved** subject to the conditions shown below:

Entertainment Establishment Conditions

- (a) The hours of operation for the establishment shall be from 5:00 a.m. until 2:00 a.m. the following morning, seven days a week. No use of the establishment outside of the hours of operation listed herein shall be permitted.
- (b) The hours of operation for the sale of alcoholic beverages, and for entertainment shall be from 12:00 noon until 2:00 a.m. the following morning, seven days a week.
- (c) The seating for the establishment shall not exceed 188 seats indoors, no seats outdoors, and the total occupant capacity, including employees, shall not exceed 400 people. The use authorized by this special exception shall not commence until a certificate of occupancy reflecting these limits has been issued by the Department of Planning.
- (d) The site shall be improved and maintained to meet all the criteria, including landscaping, identified in the attached site plan by Robyn Thomas Architecture, dated October 15, 2015, set forth in "Exhibit C," and attached hereto, including improvements to the curb along the southern line of West 22nd Street for the portions directly adjacent to the site.
- (e) This special exception shall terminate in the event of a change in ownership of the establishment and may be revoked in the event of a change in the operation or management of the establishment as described in the Description of Operations set forth in "Exhibit A," attached hereto, provided that no termination in the event of a change in ownership of the establishment shall be effective until 120 days after the change or until a new special exception is granted showing the new owner, whichever is earlier. Notwithstanding the above, no violation of this condition shall be deemed to have occurred if the only change in management is a result of one or more of the members of the management team identified in the Description of Operations ceasing to work at the establishment.

- (f) Entertainment shall be limited to a disc jockey, live bands having no more than ten (10) members, and dance performances. There shall be no go-go dancing. The nature and style of dance are hereby limited so that no lewd, obscene, erotic or other form of dance which violates § 5-27 of the Norfolk City Code (1979) is permitted. No other form of entertainment is permitted.
- (g) The layout of the establishment shall adhere to the specifications of the floor plans attached hereto and marked as "Exhibit B."
- (h) No door to the establishment which opens onto or faces a public right-of-way shall be propped open during any time that entertainment is being provided.
- (i) The establishment shall maintain a current, active business license at all times while in operation.
- (j) The establishment shall remain current on all food and beverages taxes and business personal property taxes which may become due while it is in operation.
- (k) No public telephone(s) shall be permitted on the exterior of the property. Any public phone(s) on the interior of the building shall be located in an area within full view of the establishment's staff and shall not be permitted within any restroom.
- (l) During all hours of operation, the establishment operator shall be responsible for maintaining those portions of public rights-of-way improved by sidewalk and portions of any parking lot adjacent to the premises regulated by the special exception so as to keep such areas free of litter, refuse, solid waste, and any bodily discharge.
- (m) The business authorized by this special exception shall be conducted in accordance with the Description of Operations set forth in "Exhibit A," attached hereto. The representations made in "Exhibit A" shall be binding upon all owners, operators and managers who operate and/or manage the premises covered by this special exception. Should any owner, operator or manager desire to operate the business in a manner different than as represented in "Exhibit A," a new special exception must be obtained prior to implementing such change. Where any limitation or representation contained in "Exhibit A" is inconsistent with any condition of this ordinance, the conditions of this ordinance shall govern.
- (n) The violation of any requirement, limitation, or restriction imposed by the Virginia ABC Commission shall be deemed a violation of this special exception. This special exception may be revoked for any violation of a general or specific condition, including a condition incorporated by reference and including a condition arising from requirements, limitations, or restrictions imposed by the ABC Commission or by Virginia law.

- (o) Neither the establishment nor any portion of it shall be leased, let, or used by any third party to stage an event for profit. No outside promoter shall be permitted to use, operate, rent, or host any event on the premises.
- (p) An ABC manager, employed and compensated by the applicant, shall be present at all events held on the premises. This manager shall supervise the event at all times. The ABC manager shall be present on the premises at least one hour prior to the beginning of the event and shall remain on the premises until the event is concluded and the establishment is secured and locked. If alcohol is not served or consumed, a responsible supervisor, employed and compensated by the applicant, shall perform this function.
- (q) In addition to the ABC manager or supervisor the applicant shall provide such additional paid staff as may be necessary to coordinate, supervise, and manage any event held on the premises.
- (r) The establishment manager shall notify the Commissioner of the Revenue no less than 72 hours prior to the commencement of any event at which a cover charge is to be collected.
- (s) A binder or folder containing documentation relating to the operation of the establishment shall be kept on the premises at all times and shall be produced upon request made by any person. For purposes of this section, the documentation relating to the operation of the establishment shall include copies of the following:
 - 1) This special exception;
 - 2) Any ABC license(s);
 - 3) Any occupancy permit(s);
 - 4) Certifications of all persons who work on the premises as a security guard;
 - 5) All fire code certifications, including alarm and sprinkler inspection records;
 - 6) Any health department permit(s);
 - 7) The emergency action plan required under the Fire Prevention Code;
 - 8) The names, addresses, and phone numbers of all persons who manage or supervise the establishment at any time;
 - 9) The establishment's designated driver program; and
 - 10) The establishment's Security Plan.

- (t) The business shall provide in-house security or retain the services of a licensed security firm to provide security services at a rate of one security guard per 50 guest occupants on the property whenever occupancy shall exceed 200 people or when otherwise required by at least 36 hours prior written notice of the Fire Marshal, Chief of Police, or any designee of either. After 8:00 p. m. each Friday and Saturday as well as during special events, a security supervisor certified either in the Responsible Hospitality Training course offered by the City of Norfolk or in accordance with the requirements of the Virginia Department of Criminal Justice Services shall be present on the property.
- (u) The written security plan submitted to the City as part of the application for this special exception and on file with the Department of Planning shall remain in full force and effect at all times while the establishment is in operation.
- (v) No business license shall be issued until condition (d) has all been implemented fully on the site.

Attachments

Location map
Zoning map
1000' radii map of similar ABC establishments
Application
Site Plan
Physical Survey
Notice to the civic league and business association
Letter of support – Ghent Business Association

Proponents and Opponents

Proponents

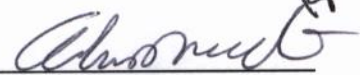
Tracy Holland – Applicant
15336 Laurelwood Drive
Carrollton, VA 23314

Opponents

None

12/09/2015 lds

Form and Correctness Approved: 

By 
Office of the City Attorney

Contents Approved: 

By 
DEPT.

NORFOLK, VIRGINIA

ORDINANCE No.

AN ORDINANCE GRANTING A SPECIAL EXCEPTION AUTHORIZING THE OPERATION OF AN ENTERTAINMENT ESTABLISHMENT KNOWN AS "MAMBO ROOM LATIN DANCE STUDIO" ON PROPERTY LOCATED AT 419 WEST 22ND STREET.

- - -

BE IT ORDAINED by the Council of the City of Norfolk:

Section 1:- That a Special Exception is hereby granted to Mambo Room, Inc. authorizing the operation of an entertainment establishment named "Mambo Room Latin Dance Studio" on property located at 419 West 22nd Street. The property which is the subject of this Special Exception is more fully described as follows:

Property located on the southwest corner of West 22nd Street and Debre Avenue fronting 170 feet, more or less, along the southern line of West 22nd Street and 61 feet, more or less, along the western line of Debre Avenue; premises numbered 419 West 22nd Street.

Section 2:- That the Special Exception granted hereby shall be subject to the following conditions:

- (a) The hours of operation for the establishment shall be limited to 5:00 a.m. until 2:00 a.m. the following morning, seven days per week. No use of the establishment outside of the hours of operation listed herein shall be permitted.
- (b) The hours of operation for the sale or service of alcoholic beverages and for entertainment shall be limited to 12:00 noon until 2:00 a.m. the following morning, seven days per week. No alcoholic beverages shall be sold or served outside the hours listed herein.
- (c) The seating for the establishment shall not exceed 188 seats indoors, no seats outdoors, and the total occupant capacity, including employees, shall not

exceed 400 people.

- (d) This special exception shall terminate in the event of a change in ownership of the establishment and may be revoked in the event of a change in the operation or management of the establishment as described in the Description of Operations set forth in "Exhibit A," attached hereto, provided that no termination in the event of a change in ownership of the establishment shall be effective until 120 days after the change or until a new special exception is granted showing the new owner, whichever is earlier. Notwithstanding the above, no violation of this condition shall be deemed to have occurred if the only change in management is a result of one or more of the members of the management team identified in the Description of Operations ceasing to work at the establishment.
- (e) Entertainment shall be limited to a disc jockey, live bands having no more than ten (10) members, and dance performances. There shall be no go-go dancing. The nature and style of dance are hereby limited so that no lewd, obscene, erotic or other form of dance which violates § 5-27 of the Norfolk City Code (1979) is permitted. No other form of entertainment is permitted.
- (f) The layout of the establishment shall adhere to the specifications of the floor plans attached hereto and marked as "Exhibit B."
- (g) The site shall be improved and maintained with all of the improvements, including landscaping, identified in the attached site plan prepared by Robyn Thomas Architecture, dated October 15, 2015, marked as "Exhibit C" and attached hereto, including improvements to the curb along the southern line of West 22nd Street that are directly adjacent to the site.
- (h) No door to the establishment which opens onto or faces a public right-of-way shall be propped open during any time that entertainment is being provided.
- (i) The establishment shall maintain a current, active

business license at all times while in operation.

- (j) The establishment shall remain current on all food and beverages taxes and business personal property taxes which may become due while it is in operation.
- (k) No public telephone(s) shall be permitted on the exterior of the property. Any public phone(s) on the interior of the building shall be located in an area within full view of the establishment's staff and shall not be permitted within any restroom.
- (l) During all hours of operation, the establishment operator shall be responsible for maintaining those portions of public rights-of-way improved by sidewalk and portions of any parking lot adjacent to the premises regulated by the special exception so as to keep such areas free of litter, refuse, solid waste, and any bodily discharge.
- (m) The business authorized by this special exception shall be conducted in accordance with the Description of Operations set forth in "Exhibit A," attached hereto. The representations made in "Exhibit A" shall be binding upon all owners, operators and managers who operate and/or manage the premises covered by this special exception. Should any owner, operator or manager desire to operate the business in a manner different than as represented in "Exhibit A," a new special exception must be obtained prior to implementing such change. Where any limitation or representation contained in "Exhibit A" is inconsistent with any condition of this ordinance, the conditions of this ordinance shall govern.
- (n) The violation of any requirement, limitation, or restriction imposed by the Virginia ABC Commission shall be deemed a violation of this special exception. This special exception may be revoked for any violation of a general or specific condition, including a condition incorporated by reference and including a condition arising from requirements, limitations, or restrictions imposed by the ABC Commission or by Virginia law.
- (o) Neither the establishment nor any portion of it

shall be leased, let, or used by any third party to stage an event for profit. No outside promoter shall be permitted to use, operate, rent, or host any event on the premises.

- (p) An ABC manager, employed and compensated by the applicant, shall be present at all events held on the premises. This manager shall supervise the event at all times. The ABC manager shall be present on the premises at least one hour prior to the beginning of the event and shall remain on the premises until the event is concluded and the establishment is secured and locked. If alcohol is not served or consumed, a responsible supervisor, employed and compensated by the applicant, shall perform this function.
- (q) In addition to the ABC manager or supervisor the applicant shall provide such additional paid staff as may be necessary to coordinate, supervise, and manage any event held on the premises.
- (r) The establishment manager shall notify the Commissioner of the Revenue no less than 72 hours prior to the commencement of any event at which a cover charge is to be collected.
- (s) A binder or folder containing documentation relating to the operation of the establishment shall be kept on the premises at all times and shall be produced upon request made by any person. For purposes of this section, the documentation relating to the operation of the establishment shall include copies of the following:
 - (1) This special exception;
 - (2) Any ABC license(s);
 - (3) Any occupancy permit(s);
 - (4) Certifications of all persons who work on the premises as a security guard;
 - (5) All fire code certifications, including alarm and sprinkler inspection records;

- (6) Any health department permit(s);
 - (7) The emergency action plan required under the Fire Prevention Code;
 - (8) The names, addresses, and phone numbers of all persons who manage or supervise the establishment at any time;
 - (9) The establishment's designated driver program; and
 - (10) The establishment's Security Plan.
- (t) The business shall provide in-house security or retain the services of a licensed security firm to provide security services at a rate of one security guard per 50 guest occupants on the property whenever occupancy shall exceed 200 people or when otherwise required by at least 36 hours prior written notice of the Fire Marshal, Chief of Police, or any designee of either. After 8:00 p. m. each Friday and Saturday as well as during special events, a security supervisor certified either in the Responsible Hospitality Training course offered by the City of Norfolk or in accordance with the requirements of the Virginia Department of Criminal Justice Services shall be present on the property.
- (u) The written security plan submitted to the City as part of the application for this special exception and on file with the Department of Planning shall remain in full force and effect at all times while the establishment is in operation.
- (v) No business license shall be issued until condition (g) has all been implemented fully on the site.

Section 3:- That the City Council hereby determines that the Special Exception granted herein complies with each of the requirements of § 25-7 of the Zoning Ordinance of the City of Norfolk, 1992 (as amended), namely that:

- (a) The proposed use and development will be in harmony with the objectives and policies of the adopted general plan and with the general and specific

purposes for which this ordinance was enacted and for which the regulations of the district in question were established;

- (b) The proposed use and development will not substantially diminish or impair the value of the property within the neighborhood in which it is located;
- (c) The proposed use and development will not have an adverse effect upon the character of the area or the public health, safety and general welfare. Conditions may be applied to the proposed use and development, as specified in section 25-8 below, to mitigate potential adverse impacts;
- (d) The proposed use and development will be constructed, arranged and operated so as not to interfere with the use and development of neighboring property in accordance with the applicable district regulations;
- (e) The proposed use and development will be served adequately by essential public facilities and services such as streets, public utilities, drainage structures, police and fire protection, refuse disposal, parks, libraries, and schools;
- (f) The proposed use and development will not cause undue traffic congestion nor draw significant amounts of traffic through residential streets;
- (g) The proposed use and development will not result in the destruction, loss or damage of natural, scenic or historic features of significant importance;
- (h) The proposed use and development will not cause substantial air, water, soil or noise pollution or other types of pollution which cannot be mitigated;
- (i) The proposed use and development will not cause a negative cumulative effect, when its effect is considered in conjunction with the cumulative effect of various special exception uses of all types on the immediate neighborhood and the effect of the proposed type of special exception use on the city as a whole;

- (j) The proposed use and development complies with all additional standards imposed on it by the particular provisions of the ordinance authorizing such use; and
- (k) No application for a special exception shall be recommended or granted until any and all delinquent real estate taxes owed to the City of Norfolk on the subject property have been paid.

Section 4:- That a permit to operate a public dance hall on the property described above is hereby issued to Mambo Room, Inc.

Section 5:- That this ordinance shall be in effect from the date of its adoption.

ATTACHMENTS:

Exhibit A (7 pages)
Exhibit B (4 pages)
Exhibit C (1 page)



EXHIBIT "A"
Description of Operations
Entertainment Establishment
(Please Print)

Date 8/7/15

Trade name of business Mambo Room Latin Dance Studio

Address of business 419 W 22nd St Norfolk Va 23517

Name(s) of business owner(s)* Tracy Granajo, Tanya Fiske

Name(s) of property owner(s)* Levin's Children LLC

Name(s) of business manager(s)/operator(s) tracy Granajo / Tanya Fiske +
See list

Daytime telephone number (757) 335-3317

*If business or property owner is a partnership, all partners must be listed.

*If business or property owner is an LLC or Corporation, all principals must be listed.

1. Proposed Hours of Operation: NOTE Dance Studio open 5am - 2pm

Facility DANCE SOCIALS

Weekday From NOON To 2AM

Friday From NOON To 2AM

Saturday From NOON To 2AM

Sunday From NOON To 2AM

Alcoholic Beverage Sales and Entertainment

Weekday From NOON To 2AM

Friday From 1 To 1

Saturday From 1 To 1

Sunday From 1 To 1

2. Type of ABC license applied for (check all applicable boxes):

☒ On-Premises

☐ Off-Premises (second application required)

3. Type of alcoholic beverage applied for:

☒ Beer

☒ Wine

☒ Mixed Beverage

DEPARTMENT OF CITY PLANNING

810 Union Street, Room 508

Norfolk, Virginia 23510

Telephone (757) 664-4752 Fax (757) 441-1569

Exhibit A - Page 2
Entertainment Establishment

- N/A 4. Will video games, pool tables, game boards or other types of games be provided?
☐ Yes (If more than 4, additional application required) ☐ No

4a If yes, please describe type and number of each game to be provided:

5. Will patrons ever be charged to enter the establishment?
☒ Yes ☐ No

5a. If yes, why:

NON-MEMBERS PAY AT DOOR FOR
SOCIAL PRACTICE / DANCE

5b. Which days of the week will there be a cover charge (circle all applicable days):

Monday	Tuesday	Wednesday	Thursday	Friday
Saturday	Sunday			

6. Will the facility or a portion of the facility be available for private parties?
☒ Yes ☐ No

LICENCED CATERERS ON PREFORMING
LIST.

6a. If yes, explain:

BIRTHDAY PARTIES - BUSINESS MEETINGS
WEDDINGS - QUINCEANERAS - CELEBRATIONS

7. Will a third party (promoter) be permitted to lease, let or use the establishment?
☐ Yes ☒ No

7a. If yes, explain:

8. Will there ever be a minimum age limit?
☐ Yes ☒ No

Exhibit A – Page 3
Entertainment Establishment

9. Additional comments/description/operational characteristics or prior experience:

Mambo Room Dance Studio has operated
AT 2200 Colonial Ave #4 FOR EIGHT YEARS.
WITH NO SECURITY ISSUES.

Note: If smoking is permitted, then floor plans must be submitted showing all necessary building requirements for such facility

Jacay Holland Gramajo

Signature of Applicant

LAYOUT 01
 STUDIO ① - PRIVATE PARTY
 STUDIO ② - PRIVATE PARTY

**Exhibit A – Floor Plan(s) Worksheet
 Entertainment Establishment**

- Complete this worksheet based for each floor plan submitted with application.
- Floor plan(s) must be prepared by a registered design professional and include:
 - Tables/seats
 - Restroom facilities
 - Bar
 - Ingress and egress
 - Standing room
 - Disc Jockey/Band/Entertainment area)
 - Outdoor seating
 - Total maximum capacity (including employees)

1. Total capacity

	①	②
a. Indoor		
Number of seats (not including bar seats)	28	160
Number of bar seats		
Standing room		
DANCE FLOOR	20	34
b. Outdoor		
Number of seats		
c. Number of employees	8 ±	9 ±

Total Occupancy

(Indoor/Outdoor seats, standing room and employees) = 56

203

2. Entertainment

List ANY type of entertainment proposed other than a 3 member live band, karaoke, comedian, or poetry reading.

5 MEMBER BAND/DJ

3. Will a dance floor be provided?

☒ Yes ☐ No

3a. If yes,

Square footage of establishment

Square footage of dance floor

①
1436
140

②
2410
240

- If a disc jockey is proposed, a dance floor must be provided.
- If the dance floor is more than 10% of the square footage of the establishment, a Dance Hall permit is required.

DEPARTMENT OF CITY PLANNING

810 Union Street, Room 508

Norfolk, Virginia 23510

Telephone (757) 664-4752 Fax (757) 441-1569

(Revised January, 2015)

INCLUDES DANCE
HALL PERMIT

LAYOUT OF
STUDIO (1) - DANCE SOCIAL
STUDIO (2) - DANCE SOCIAL

Exhibit A - Floor Plan(s) Worksheet
Entertainment Establishment

- Complete this worksheet based for each floor plan submitted with application.
- Floor plan(s) must be prepared by a registered design professional and include:
 - Tables/seats
 - Restroom facilities
 - Bar
 - Ingress and egress
 - Standing room
 - Disc Jockey/Band/Entertainment area
 - Outdoor seating
 - Total maximum capacity (including employees)

1. Total capacity

a. Indoor

Number of seats (not including bar seats)

Number of bar seats

Standing room

DANCING

b. Outdoor

Number of seats

c. Number of employees

(1)

2

<u>74</u> ±	25 ±
98	288

<u>3</u> ±	3 ±

Total Occupancy

(Indoor/Outdoor seats, standing room and employees) = 175 256

2. Entertainment

NOTE: MAX OCCUPANCY 400

List ANY type of entertainment proposed other than a 3 member live band, karaoke, comedian, or poetry reading.

10 PIECE BAND. / DJ. / DANCE PERFORMANCES

3. Will a dance floor be provided?

☒ Yes ☐ No

(1)

(2)

3a. If yes,

Square footage of establishment N/A.

Square footage of dance floor 680 SF 1597 SF

- If a disc jockey is proposed, a dance floor must be provided.
- If the dance floor is more than 10% of the square footage of the establishment, a Dance Hall permit is required.

YES.

DEPARTMENT OF CITY PLANNING
810 Union Street, Room 508
Norfolk, Virginia 23510
Telephone (757) 664-4752 Fax (757) 441-1569
(Revised January, 2015)

LAYOUT Q3.

STUDIO (1) DANCE STUDIO - NO DISC

**Exhibit A – Floor Plan(s) Worksheet
Entertainment Establishment**

STUDIO (2) PRIVATE PARTIES

- Complete this worksheet based for each floor plan submitted with application.
- Floor plan(s) must be prepared by a registered design professional and include:
 - o Tables/seats
 - o Restroom facilities
 - o Bar
 - o Ingress and egress
 - o Standing room
 - o Disc Jockey/Band/Entertainment area)
 - o Outdoor seating
 - o Total maximum capacity (including employees)

1. Total capacity

(2)

a. Indoor

Number of seats (not including bar seats)

160

Number of bar seats

Standing room

DINING

34

b. Outdoor

Number of seats

c. Number of employees

9

Total Occupancy

(Indoor/Outdoor seats, standing room and employees) = 203

2. Entertainment

List ANY type of entertainment proposed other than a 3 member live band, karaoke, comedian, or poetry reading.

5 member band / DJ

3. Will a dance floor be provided?

☒ Yes ☐ No

3a. If yes,

Square footage of establishment 2410

Square footage of dance floor 240

- If a disc jockey is proposed, a dance floor must be provided.
- If the dance floor is more than 10% of the square footage of the establishment, a Dance Hall permit is required.

DEPARTMENT OF CITY PLANNING

810 Union Street, Room 508

Norfolk, Virginia 23510

Telephone (757) 664-4752 Fax (757) 441-1569

(Revised January, 2015)

LAYOUT 04
STUDIO (1) PRIVATE PARTIES

Exhibit A – Floor Plan(s) Worksheet
Entertainment Establishment

STUDIO (2) DANCE STUDIO - NO ABC

- Complete this worksheet based for each floor plan submitted with application.
- Floor plan(s) must be prepared by a registered design professional and include:
 - Tables/seats
 - Restroom facilities
 - Bar
 - Ingress and egress
 - Standing room
 - Disc Jockey/Band/Entertainment area)
 - Outdoor seating
 - Total maximum capacity (including employees)

1. Total capacity

(1)

a. Indoor

Number of seats (not including bar seats)

80

Number of bar seats

Standing room

DANCE

20

b. Outdoor

Number of seats

c. Number of employees

8

Total Occupancy

(Indoor/Outdoor seats, standing room and employees) = 108

2. Entertainment

List ANY type of entertainment proposed other than a 3 member live band, karaoke, comedian, or poetry reading.

5 professional band/DJ

3. Will a dance floor be provided?

☒ Yes ☐ No

3a. If yes,

Square footage of establishment 1436

Square footage of dance floor 140

- If a disc jockey is proposed, a dance floor must be provided.
- If the dance floor is more than 10% of the square footage of the establishment, a Dance Hall permit is required.

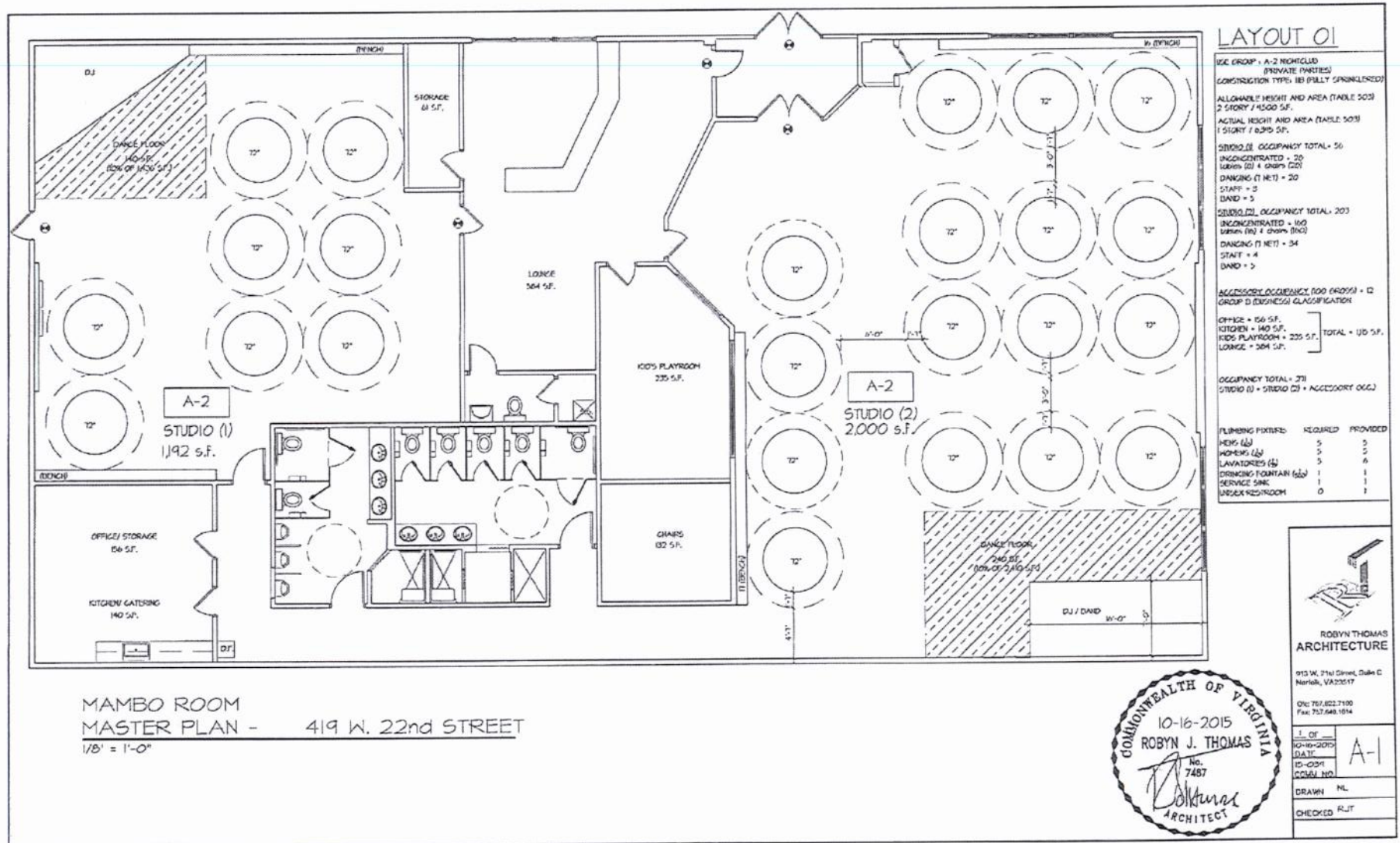
DEPARTMENT OF CITY PLANNING

810 Union Street, Room 508

Norfolk, Virginia 23510

Telephone (757) 664-4752 Fax (757) 441-1569

(Revised January, 2015)



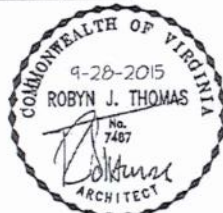
LAYOUT 02

SIZE GROUP - A-2 DANCE STUDIO W/ DANCE HALL PERMIT
 CONSTRUCTION TYPE: HB
 (FULLY SPRINKLERED)
 ALLOWABLE HEIGHT AND AREA (TABLE 5003)
 2 STORY / 4500 S.F.
 ACTUAL HEIGHT AND AREA (TABLE 5003)
 1 STORY / 6345 S.F.
 STUDIO (1) OCCUPANCY TOTAL = 170
 DANCING (1 NET) = 90
 STANDING (2 NET) = 74
 STAFF = 3
 STUDIO (2) OCCUPANCY TOTAL = 254
 DANCING (1 NET) = 220
 STANDING (2 NET) = 20
 STAFF = 3
 ACCESSORY OCCUPANCY (DOO GROSS) = 10
 GROUP D (BUSINESS) CLASSIFICATION
 OFFICE = 126 S.F.
 KITCHEN = 140 S.F.
 KIDS PLAYROOM = 220 S.F.
 LOUNGE = 584 S.F.
 TOTAL = 1105 S.F.
 OCCUPANCY TOTAL = 400 MAX. DUE TO PLUMBING CALCULATION
 STUDIO (1) + STUDIO (2) + ACCESSORY OCC.
 FINISHING FEATURE REQUIRED PROVIDED
 MEN (6) 2 2
 WOMEN (6) 2 2
 LAVATORIES (6) 6 6
 DRINKING FOUNTAIN (6) 1 1
 SERVICE SINK 1 1
 UNISEX RESTROOM 0 1



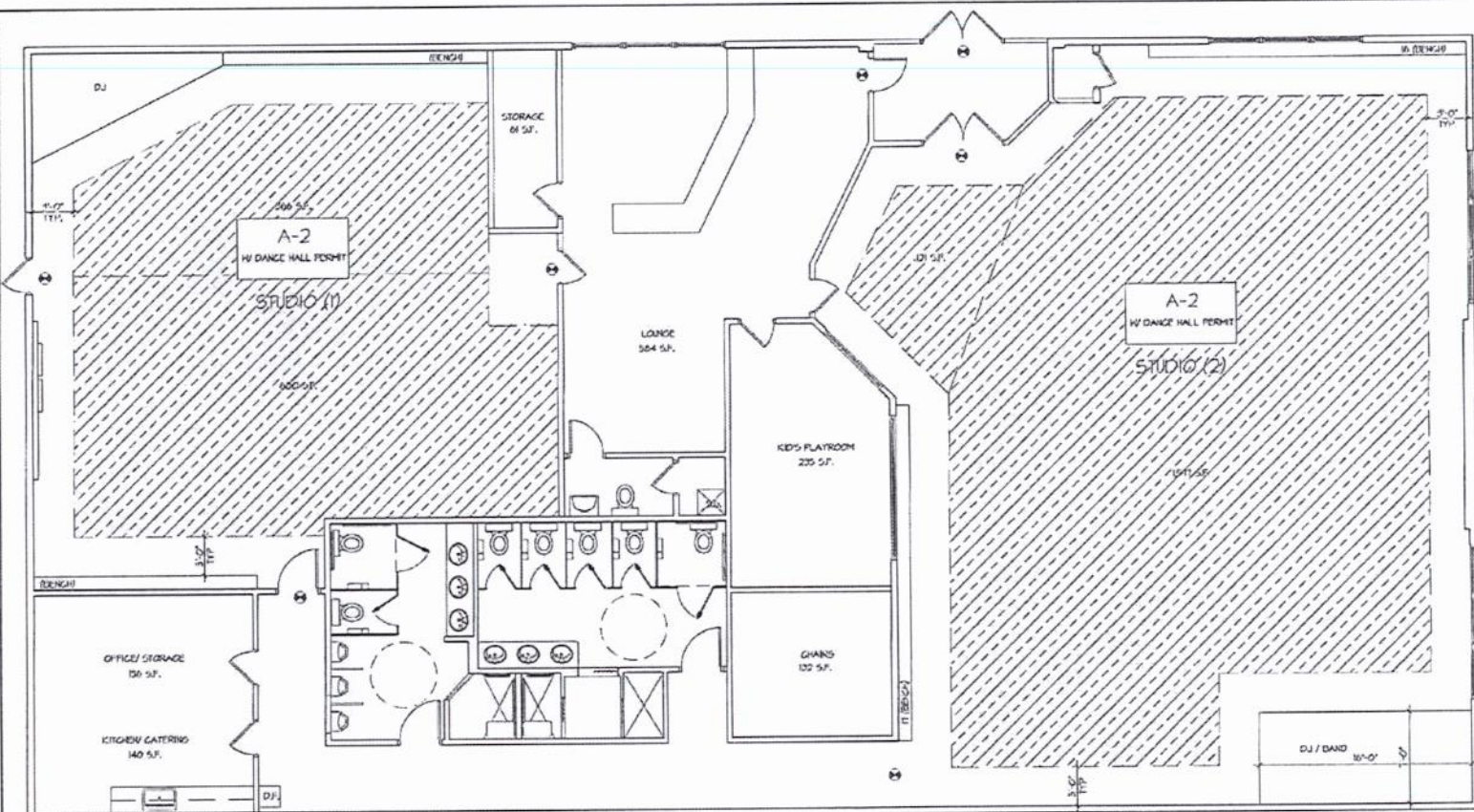
ROBYN THOMAS
 ARCHITECTURE

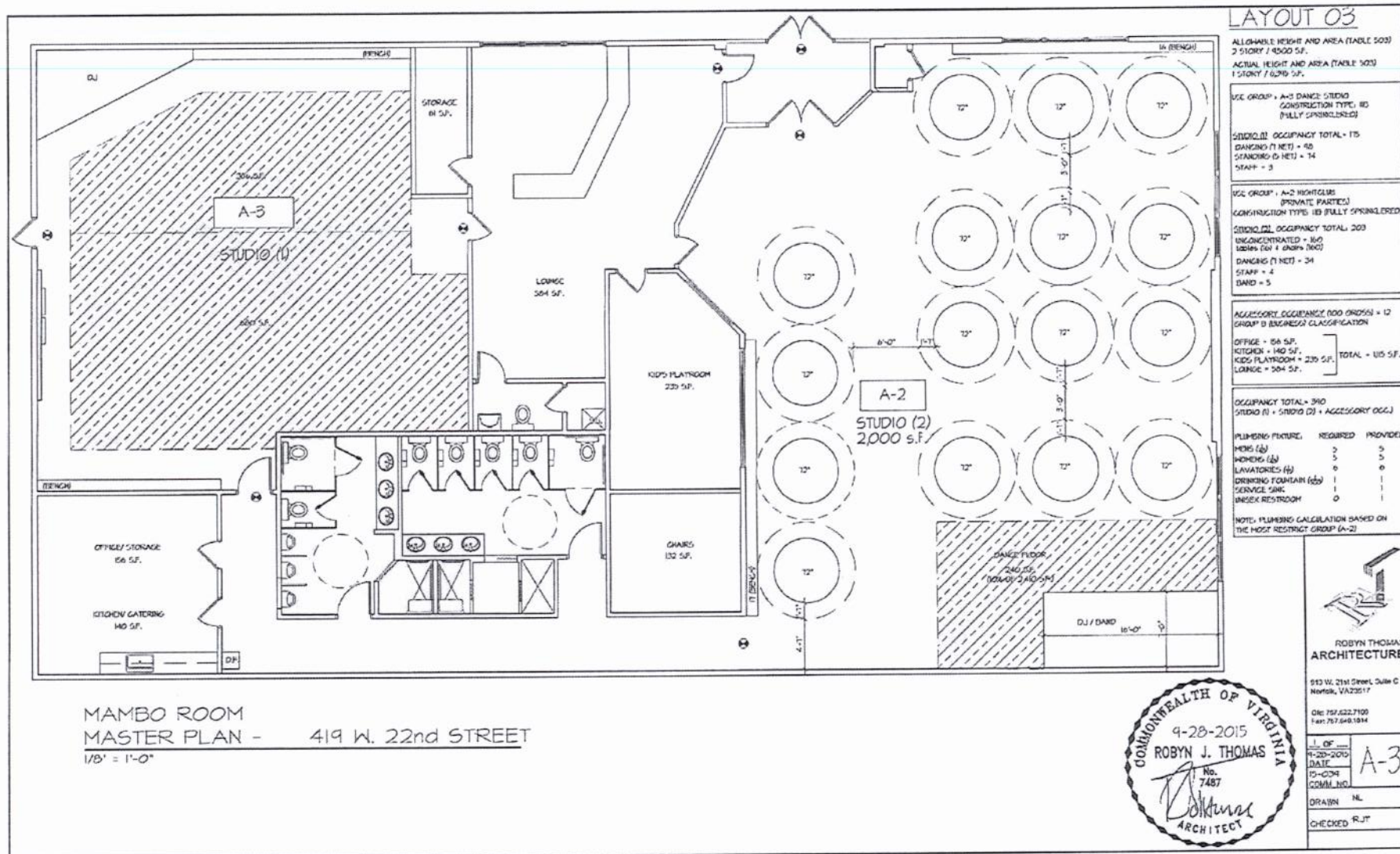
913 W. 21st Street, Suite C
 Norfolk, VA 23517
 DR: 757.622.2100
 FAX: 757.849.1234

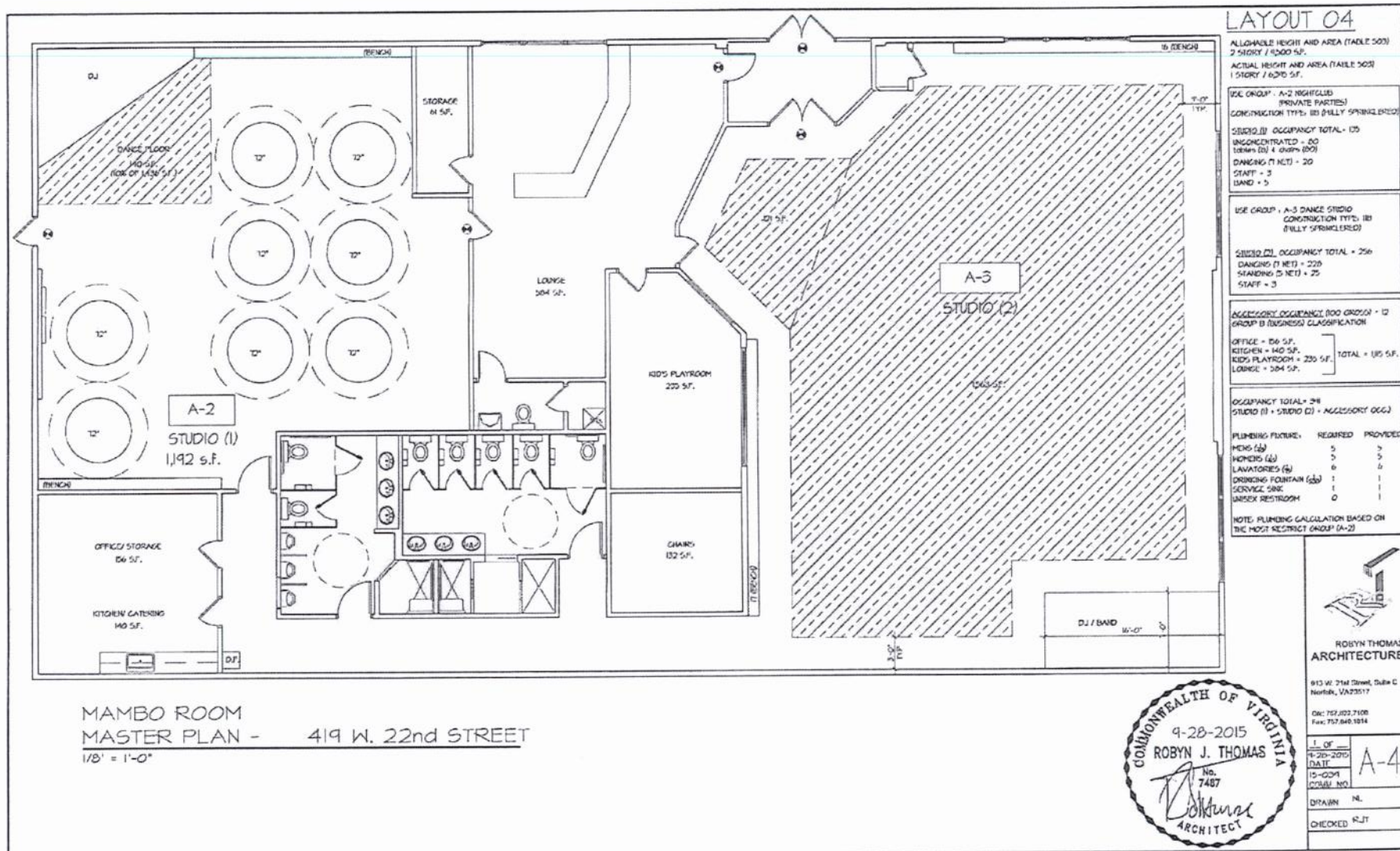


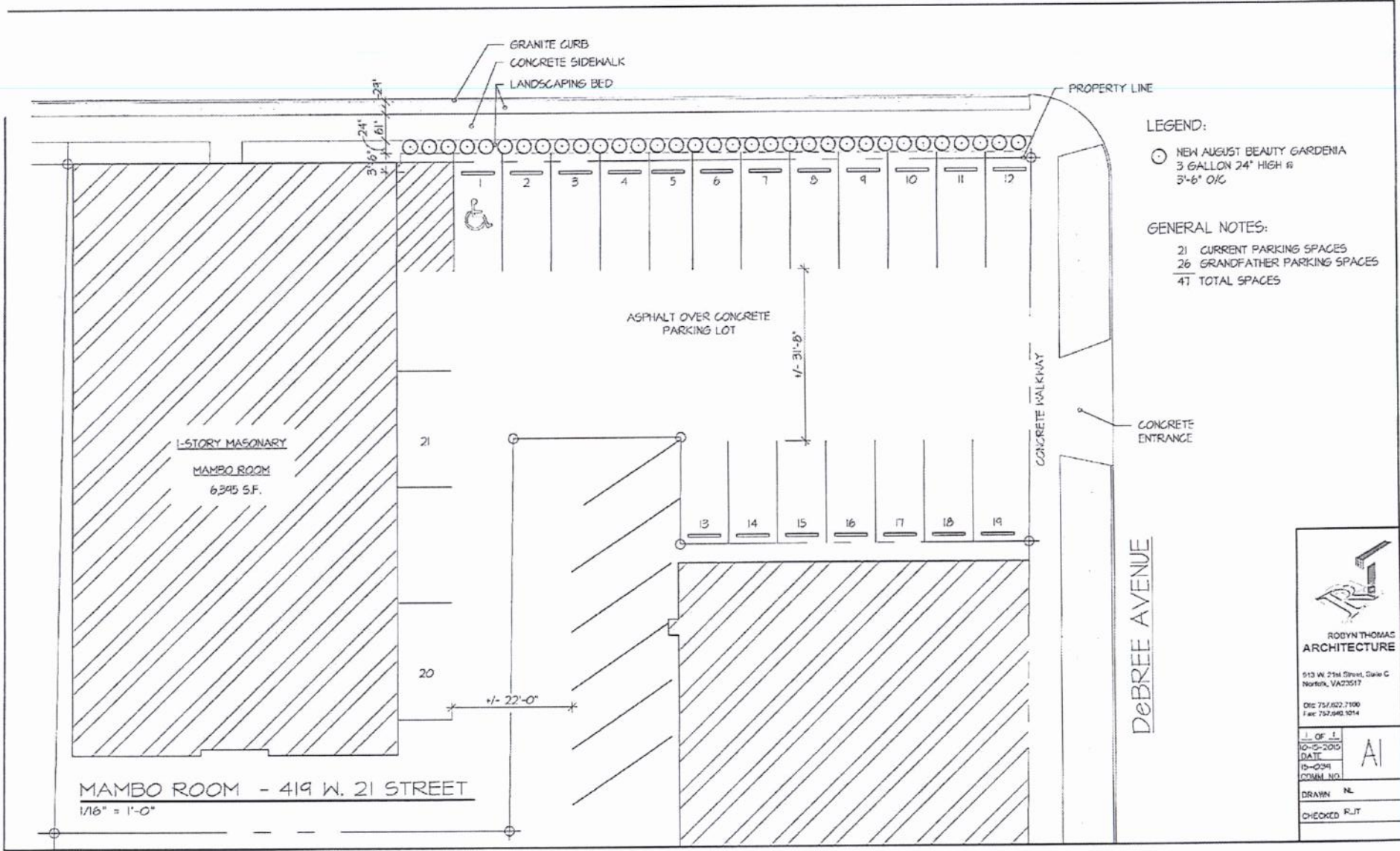
1 OF 1
 9-28-2015
 DATE
 15-001
 COMM. NO.
 DRAWN: RL
 CHECKED: RLJT


MAMBO ROOM
 MASTER PLAN - 419 W. 22nd STREET
 1/8" = 1'-0"










ROBYN THOMAS
ARCHITECTURE
513 W. 21st Street, Suite C
Norfolk, VA 23517
Dir: 757.622.7100
Fax: 757.940.1014

1 OF 1	A1
10-5-2000	
DATE	
15-0001	
COMD. NO.	
DRAWN	NL
CHECKED	RJT

Location Map

W 22ND STREET

**MAMBO ROOM LATIN
DANCE STUDIO**



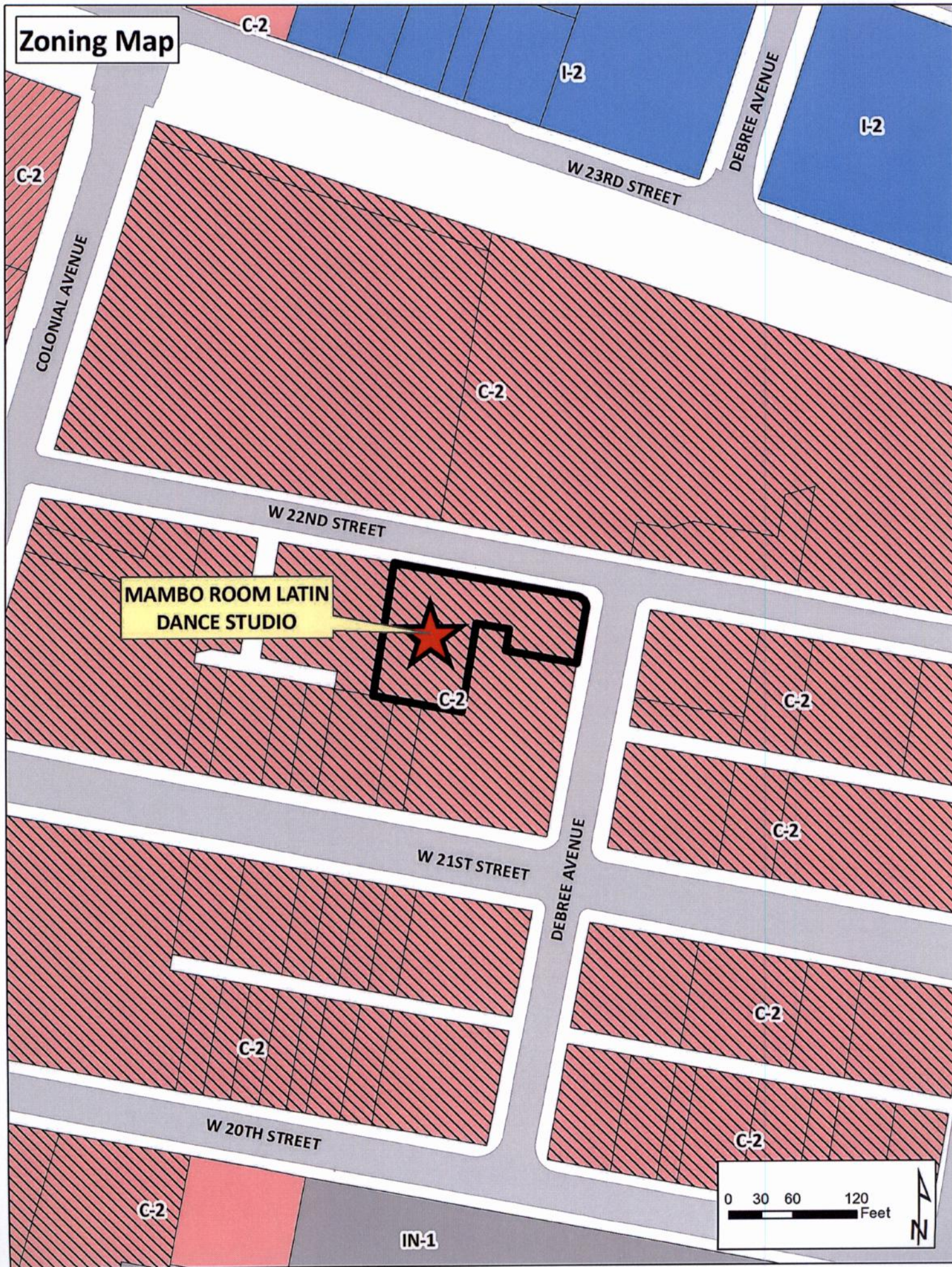
DEBREE AVENUE

W 21ST STREET

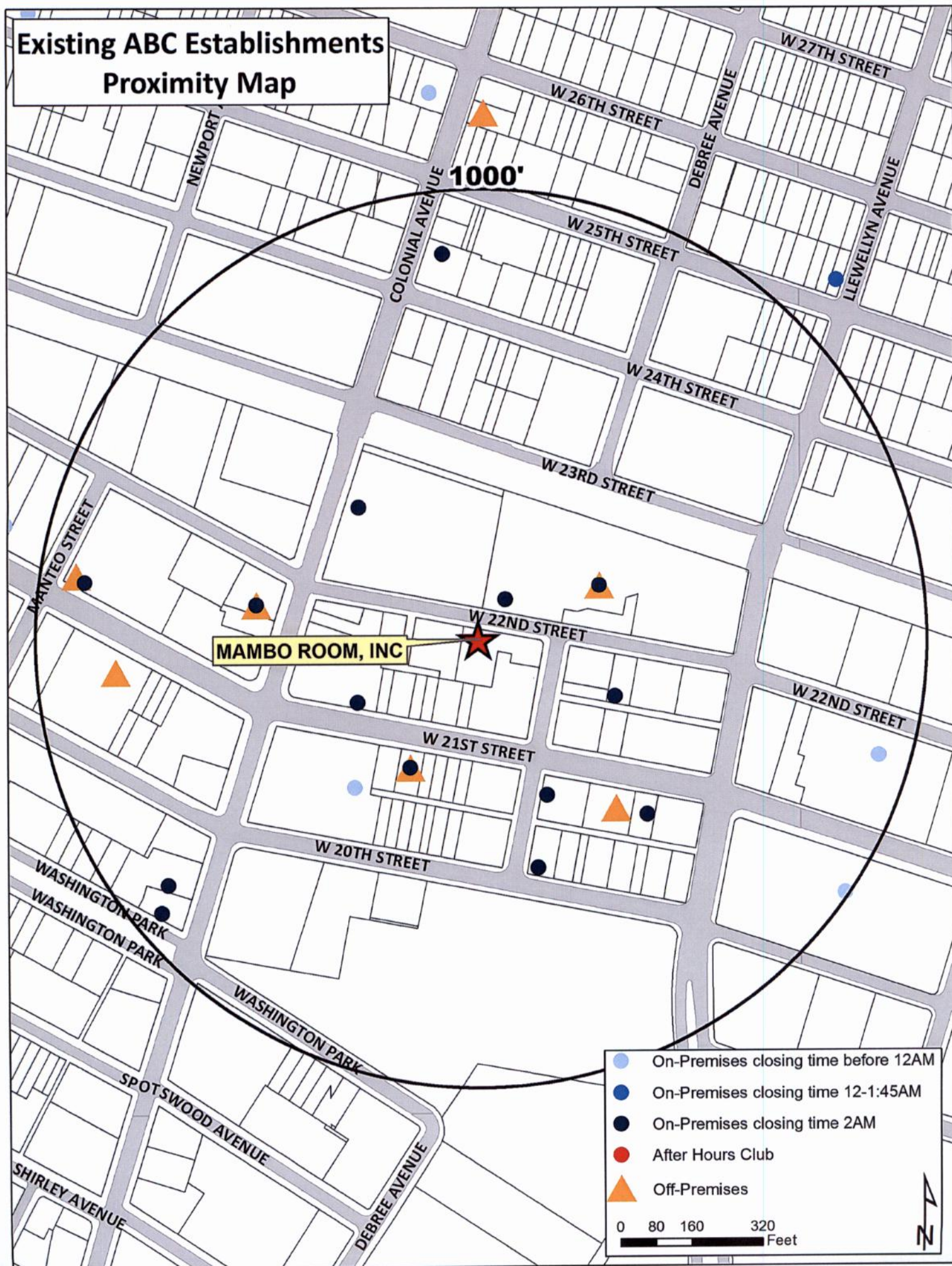
0 15 30 60
Feet



Zoning Map



Existing ABC Establishments Proximity Map





APPLICATION
ADULT USE SPECIAL EXCEPTION
ENTERTAINMENT ESTABLISHMENT
(Please Print)

Date 8/7/15

DESCRIPTION OF PROPERTY

Address 419 W 22ND ST.

Existing Use of Property VACANT (Formerly physical therapy)
Fac.

Proposed Use DANCE STUDIO / DANCE HALL

Current Building Square Footage 6395 SF

Proposed Building Square Footage 6395 SF

Trade Name of Business (If applicable) Mambo Room Latin Dance Studio

APPLICANT

(If applicant is a LLC or a Corp./Inc., include name of official representative and/or all partners)

Mambo Room Inc

1. Name of applicant: (Last) _____ (First) _____ (MI) _____

Mailing address of applicant (Street/P.O. Box): 2200 Colonial Ave Suite 4

(City) Norfolk (State) Va (Zip Code) 23517

Daytime telephone number of applicant (757) 335-3317 Fax () _____

E-mail address of applicant: tracy@mamboroomdance.com

DEPARTMENT OF CITY PLANNING

810 Union Street, Room 508

Norfolk, Virginia 23510

Telephone (757) 664-4752 Fax (757) 441-1569

Application
Entertainment Establishment
Page 2

AUTHORIZED AGENT (if applicable)

(If agent is a LLC or a Corp./Inc., include name of official representative and/or all partners)

2. Name of applicant: (Last) Granger Fiske (First) Tracy Tanya (MI) _____

Mailing address of applicant (Street/P.O. Box): 2200 Colonial Ave #4
(City) Norfolk (State) VA (Zip Code) 23517

Daytime telephone number of applicant (757) 335-3317 Fax () _____

E-mail address of applicant: tracy@mambo room dance.com

PROPERTY OWNER

(If property owner is a LLC or a Corp./Inc., include name of official representative and/or all partners)

3. Name of property owner: (Last) Levin (First) Richard (MI) _____

Mailing address of property owner (Street/P.O. box): 2106 Lowells Ave
(City) Norfolk (State) VA (Zip Code) 23517

Daytime telephone number of owner (757) 630-2342 email: _____

CIVIC LEAGUE INFORMATION

Civic League contact: GBA
ANL

Date(s) contacted: 8/10/15

Ward/Super Ward information: _____

DEPARTMENT OF CITY PLANNING

810 Union Street, Room 508

Norfolk, Virginia 23510

Telephone (757) 664-4752 Fax (757) 441-1569

Application
Entertainment Establishment
Page 3

REQUIRED ATTACHMENTS

- Required application fee, **\$355.00** (if check, make payable to the City of Norfolk).
 - Application fee includes a non-refundable \$5 technology surcharge.
- One 8½ x 14 inch or 11 x 17 inch copy of a physical survey, drawn to scale and showing site conditions and improvements (including portions of the right-of-way to the curb line):
 - Existing and proposed building structures
 - Driveways
 - Parking
 - Landscaping
 - Property lines (see attached example)
- One 8 ½ x 14 inch or 11 x 17 inch copy of a conceptual site plan drawn to scale and showing all proposed site improvements, landscaping, drive aisles and parking with dimensions, and proposed changes to parcel/property lines (including lease lines) if applicable.
- One 8½ inch x 11 inch copy of a floor plan prepared by a registered design professional drawn to scale showing restroom facilities, seats/tables, bar, dance floor with dimensions, band area, disc jockey area, standing room and ingress and egress (see attached example).
- Completed Exhibit A, Description of Operations (attached).

CERTIFICATION

I hereby submit this complete application and certify the information contained herein is true and accurate to the best of my knowledge:

Print name: Tracy Holland ^{Granajo} Sign: Tracy Granajo P 17 15
(Property Owner or Authorized Agent of Signature) (Date)

Print name: _____ Sign: _____ / /
(Applicant) (Date)

ONLY NEEDED IF APPLICABLE:

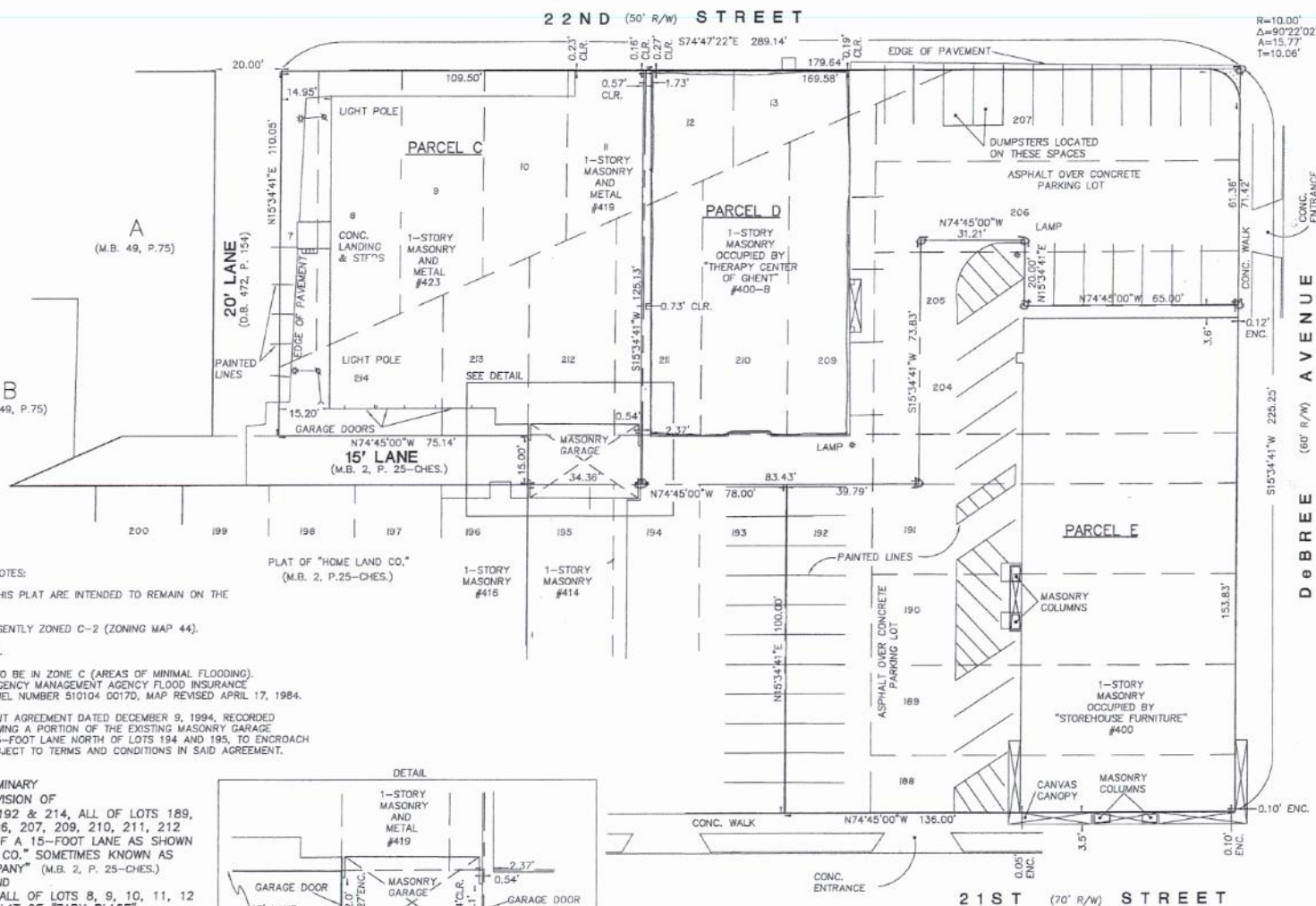
X Print name: R Devin Sign: [Signature] 18 7/15
(Authorized Agent Signature) (Date)

DEPARTMENT OF CITY PLANNING

810 Union Street, Room 508

Norfolk, Virginia 23510

Telephone (757) 664-4752 Fax (757) 441-1569

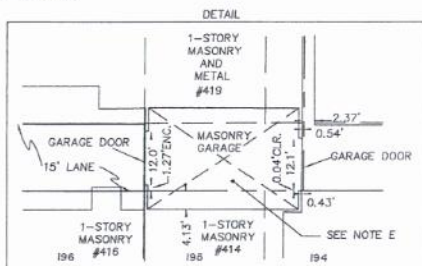
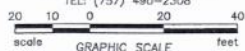


PRELIMINARY RESUBDIVISION NOTES:

- A-ALL BUILDING SHOWN ON THIS PLAT ARE INTENDED TO REMAIN ON THE NEW PARCELS.
- B-THIS ENTIRE BLOCK IS PRESENTLY ZONED C-2 (ZONING MAP 44).
- C-REFERENCE TAX PLATE 605.
- D-THIS PROPERTY APPEARS TO BE IN ZONE C (AREAS OF MINIMAL FLOODING).
REFERENCE: FEDERAL EMERGENCY MANAGEMENT AGENCY FLOOD INSURANCE RATE MAP, COMMUNITY-PANEL NUMBER 510104 0017D, MAP REVISED APRIL 17, 1984.
- E-THERE IS AN ENCROACHMENT AGREEMENT DATED DECEMBER 9, 1994, RECORDED IN D.B. 2665, P. 808 ALLOWING A PORTION OF THE EXISTING MASONRY GARAGE LOCATED IN THE FORMER 15-FOOT LANE NORTH OF LOTS 194 AND 195, TO ENCROACH ON LOTS 194 AND 195, SUBJECT TO TERMS AND CONDITIONS IN SAID AGREEMENT.

PRELIMINARY
RESUBDIVISION OF
PORTION OF LOTS 188, 192 & 214, ALL OF LOTS 189,
190, 191, 204, 205, 206, 207, 209, 210, 211, 212
& 213, AND A PORTION OF A 15-FOOT LANE AS SHOWN
ON PLAT OF "HOME LAND CO." SOMETIMES KNOWN AS
"ENTERPRISE LAND COMPANY" (M.B. 2, P. 25-CHES.)
AND
A PORTION OF LOT 7, & ALL OF LOTS 8, 9, 10, 11, 12
& 13, BLOCK 65, PLAT OF "PARK PLACE"
(M.B. 1, P. 84 & 89)(M.B. 3, P. 96 & 97-CHES.)

NORFOLK, VIRGINIA
SCALE: 1"=20' MARCH 13, 2000
ROUSE ~ SIRINE ASSOCIATES, LTD.
SURVEYORS AND MAPPING CONSULTANTS
333 OFFICE SQUARE LANE
VIRGINIA BEACH, VIRGINIA 23462
TEL: (757) 490-2308



NOTES:

1. ALL PRESENT LOT LINES, DEED LINES AND FORMER RIGHT-OF-WAY LINES, WITHIN THIS RESUBDIVISION ARE HEREBY VACATED.

PARCEL	AREA IN SQ. FT.	AREA IN ACRES
PARCEL C	12,570	0.2886
PARCEL D	16,663	0.3825
PARCEL E	19,403	0.4454
DEDICATION	22	0.0005
TOTAL	48,658	1.1170

NOTE:

THIS SHEET IS FOR PRELIMINARY RESUBDIVISION REVIEW ONLY AND WILL NOT BE A PART OF THE FINAL PLAT.

Simons, Matthew

From: Straley, Matthew
Sent: Wednesday, August 12, 2015 2:50 PM
To: 'Ian_holder@ml.com'
Cc: Whibley, Terry; Winn, Barclay; Wilson, Denise; Simons, Matthew
Subject: new Planning Commission application - 1202 Land Street
Attachments: Mambo Room.pdf

Mr. Holder,

Attached please find the application for a special exception to operate an entertainment establishment without alcoholic beverages at 419 West 22nd Street.

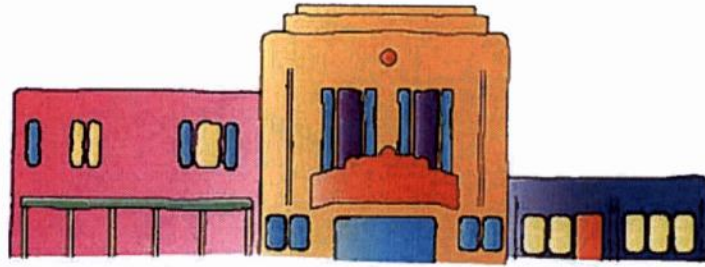
The item is tentatively scheduled for the September 24, 2015 Planning Commission public hearing.

Should you have any questions, please e-mail or call *Matt Simons* at (757) 664-4750, matthew.simons@norfolk.gov

Thank you.

Matthew Straley

GIS Technician II
Norfolk Department of City Planning
810 Union Street, Suite 508 | Norfolk, Virginia 23510
Matthew.Straley@norfolk.gov | Tel: 757-664-4769 | Fax: 757-441-1569



Ghent Business Association

November 5, 2015

City Council
City of Norfolk
City Hall
Norfolk, VA 23510

To whom it may concern,

The GBA would like to express its support for the request for special exceptions by Mambo Room. Tracy has been a great neighbor for many years, and we're happy to see her expand.

Sincerely,

Ted Enright
Corresponding Secretary
Development Committee Chairman
Ghent Business Association

Simons, Matthew

From: Emily Birknes <emilybirknes@gmail.com>
Sent: Thursday, November 12, 2015 1:59 PM
To: Homewood, George
Cc: Simons, Matthew; Tracy Holland; richard levin
Subject: GNL statement - Mambo Room

Re: Application for Mambo Room, 419 W. 22nd St.

Dear George,

The Ghent Neighborhood League has no objection with the application dated 8/7/2015 for the Mambo Room.

Last Tuesday, November 10th, the commercial project review committee of the GNL met with Ms. Tracy Gramajo, who is the applicant for the Mambo Room, Ms. Tanya Fiske, who is the manager, and Mr. Richard Levin, who is the property owner. Ms. Gramajo is an established business owner in our neighborhood and stated that she does not intend the Mambo Room to become a regular nightclub but, instead, would like the option to hold the occasional larger event with catered food and alcohol. We appreciate Mr. Levin's offer to share with this applicant his parking lots on the northeast corner of Colonial Avenue and 22nd Street, as the 21 adjacent spaces to the Mambo Room are not enough for her maximum occupancy of 400.

The Mambo Room is the third application for a large format, entertainment establishment in the GNL's area of notification in the past six months. Though two of the three applications are somewhat removed from the residential neighborhood, the parking, traffic and noise hold the potential to deliver a negative effect on residents. Therefore, we respectfully ask that the City place an 18-24 month moratorium on large format entertainment establishments in our area of notification, so that impact may be properly assessed.

Sincerely,
Emily

Emily Birknes
President, Ghent Neighborhood League